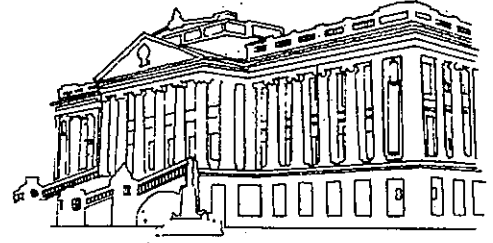




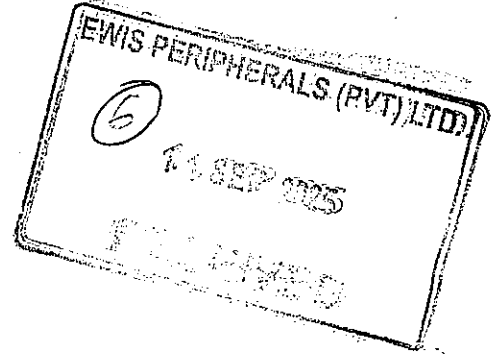
ජනාධිපති කාර්යාලය
சனாதிபதி அலுவலகம்
PRESIDENTIAL SECRETARIAT



My No : PS/FIN/PRO/17/Toners/76/2025

Date : 2025.09. 10 ,

The Manager,
M/S EWIS Peripherals (Pvt) Ltd,
No.142, Yathama Building,
Galle Road,
Colombo 03



Dear Sir/Madam,

Invitation of Quotations to Supplying Of Pantum Toners
PS/FIN/PRO/17/Toners/76/2025

Sealed quotation is hereby invited by the procurement division of the Presidential Secretariat to supply of Pantum Toners as per the details given below (Annex 01).

2. Bidder's Offer should be sent separately for each toner according to the specifications attached as Annex 02.
3. The completed quotations should be delivered/ sent in a sealed envelopes address to Procurement Division of the Presidential Secretariat, (Presidential Secretariat, Procurement Division, 03rd floor, SEMA Building, No.21, Janadhipathi Mawatha, Colombo 01) with bearing the specific identification number of (PS/FIN/PRO/17/Toners/76/2025) **and on or before the bid opening time of 02.30 p.m on 18th September 2025.**
4. The Purchaser reserves the right to accept or reject any quotation, and to annul the process and reject all quotations at any time prior to acceptance, without thereby incurring and liability to bidder.
5. Upon the contractor fulfillment of the all the obligations stipulated in the letter of acceptance and making a request for payment to the purchaser in writing accompanied by invoice describing, as appropriate works completed, payments shall be made by the purchaser.
6. Your prompt action in this regard is highly appreciated.

Thank you
Yours faithfully

G.S.K. Samarathunga
Chief Accountant (Procurement)
For Secretary to the President